DOCUMENT RESUME

ED 285 605 IR 052 101

AUTHOR Gilliland, Donna
TITLE Information Skills for South Dakota Students.
INSTITUTION South Dakota State Library, Pierre.
PUB DATE 86
NOTE 42p.
PUB TYPE Guides - Classroom Use - Guides (For Teachers) (052)

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS Curriculum Guides; Elementary Secondary Education; *Instructional Materials; *Learning Resources Centers; *Library Instruction; *Library Skills; Production Techniques; Reading Skills; Reference Materials; Research Skills; *School Libraries
IDENTIFIERS *Information Skills; South Dakota; Vendors

ABSTRACT

Designed to help students in grades kindergarten through 12 become proficient in library and information skills, this curriculum guide emphasizes the following information skill categories: (1) orientation to the library/media center; (2) reference and research; (3) production of informational media presentations in a variety of formats; and (4) reading promotion and appreciation. General goals for teaching the four categories of library/information skills are provided, and a four-phase approach to presenting specific skills appropriate for each grade level is outlined. In addition, a scope and sequence chart for skill presentation is provided. Also included are a listing of 79 sources from which instructional materials for use in teaching information skills may be purchased and a 128-item bibliography which lists professional materials for teachers and librarians to use to supplement and enhance their methodology in teaching information skills, with emphasis on items of a practical rather than a theoretical nature. A listing of curriculum guide committee members is also included. (KM)

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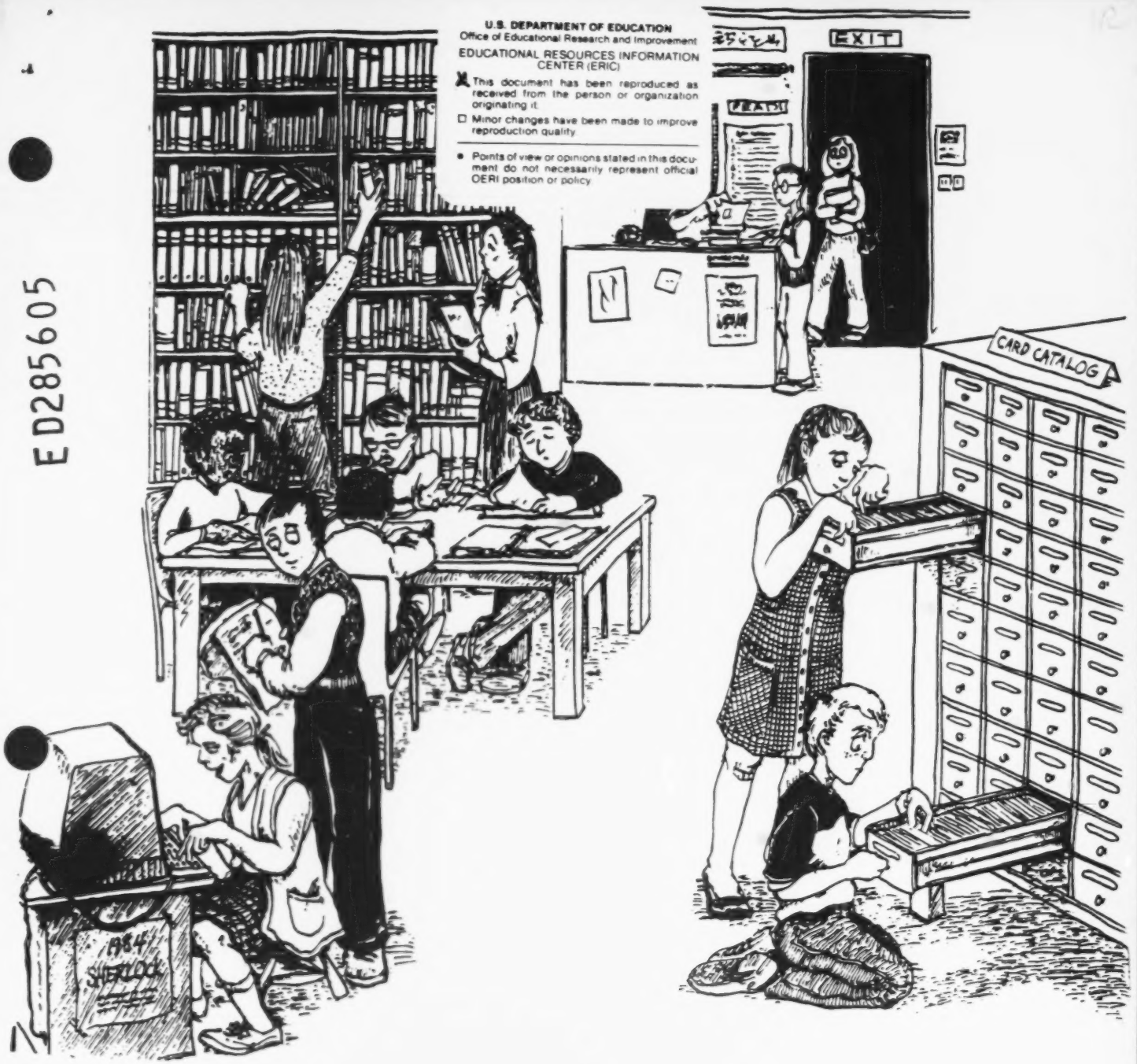

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Information Skills for South Dakota Students

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INFORMATION SKILLS

FOR

SOUTH DAKOTA STUDENTS

James O. Hansen, Ed.D.
State Superintendent
Division of Education

Donna Gilliland
School Library/Media Coordinator
South Dakota State Library

1986

Curriculum Guide Committee

Name	Location
Rosalie Aslesen	Spearfish High School
Joe Bellefeuille	Little Wound Elementary
Pat Cook	Vermillion High School
Gene Fracek	Division of Education
Donna Gilliland	State Library
Marla Johnson	Clear Lake High School
Connie Simon	Wall High School
Barbara Swift	Webster High School

INTRODUCTION

School library/media centers are vital elements in the education of South Dakota's youth. The major purpose of the library/media center is the communication of information through the use of media. As a result of modern technology, information and ideas are being channeled through an ever expanding variety of print and nonprint media. The library/media center is the place where students, teachers and staff have access to this media through it's organizational system, equipment, and professional assistance. If the media center is to contribute to effective learning, students must become proficient in information skills.

The guide which follows places emphasis on these categories of information skills:

1. orientation to the library/media center
2. reference and research
3. production of information in a variety of formats
4. reading promotion and appreciation

Each category is broken down into specific skills for each grade level. An outline of these skills is provided in the first part of this guide, along with a scope and sequence chart, and a list of general goals for teaching library/information skills.

The second part of the guide provides a bibliography of instructional materials for use in teaching information skills. An effort was made to develop a fairly comprehensive list of materials. However, it must be noted that inclusion in this list does not constitute a recommendation for purchase. In all cases, it is recommended that you preview before making any purchase.

The final section of the guide includes a bibliography of professional materials for teachers and librarians to use to supplement and enhance their methodology in teaching information skills. Again, an effort was made to compile a fairly comprehensive list, placing emphasis on items with a practical rather than theoretical nature.

Finally, it must be noted that this document is only a guide. Each school or district should adapt the content to meet the local curriculum, as well as the abilities and interests of students.

GOALS FOR TEACHING LIBRARY/INFORMATION SKILLS

I. Orientation

The student will become familiar with the unique features of the library/media center (LMC).

A. The student will recognize the roles of LMC staff.
B. The students will know where various information formats are located within the LMC.
C. The student will follow LMC rules.
D. The student will demonstrate appropriate behavior for various LMC activities.
E. The student will identify services available from the LMC.

II. Reference and Research

The student will become familiar with the methods for organizing information in the school and community.

A. The student will know that information is available in subject categories and in a variety of media formats.
B. The student will distinguish between different types of information sources.
C. The student will use appropriate organizational and indexing systems to locate information.
D. The student will select material based on content, level of difficulty, and preferred learning style.

III. Production

The student will design, produce, present, and evaluate the presentation of information in a variety of formats.

A. The student will handle, set up, use, and care for equipment appropriately.
B. The student will develop independence in planning, producing, presenting, and evaluating media presentations in a variety of formats.

IV. Reading promotion and appreciation

The student will value, use and enjoy print and nonprint media for educational, personal, vocational and recreational purposes.

A. The student will develop a positive attitude toward books, reading, and library media centers.
B. The student will develop critical reading, thinking, viewing, and listening skills.

OUTLINE

PHASE I (GRADES K-3)

I. How to use the LMC

The student will demonstrate understanding of the media center's organization, and of the procedures required to use the center and its collections.

A. Orientation
location within building
manners - library conduct
LMC rules
names of personnel
circulation procedures
other general information on use

B. Care of Materials
print
nonprint

C. Location of Material (i.e. physical locations in media center)
"easy" books
fiction and nonfiction
reference
magazines
AV material and equipment

D. Card Catalog
method for organizing collection
call number

E. Dewey Decimal Classification
10 major categories

II. Reference & Research

The student will identify basic concepts presented in media, & will begin to use alphabetical order as a method for finding information.

A. Parts of Books or Nonprint Materials
cover
spine
check out card/pocket, date due slip
title page (author/title)
copyright page/date/symbol
publisher
table of contents
illustrator and illustrations
index
script with nonprint material
blurb

B. Dictionaries
alphabetical order

C. Encyclopedias (not taught at this level)

D. Indexing Services (not taught at this level)

E. Other Reference Sources (not taught at this level)

F. Newspapers/Magazines (not taught at this level)

G. Vertical File (not taught at this level)

H. Research Techniques
alphabetical order

I. Community resources (not taught at this level)

J. Other libraries
visit another library
use another library

III. Production

The student will design, produce, and/or select a variety of media formats to present information.

A. Equipment
how to handle, set up and use
how to care for after use

B. Producing Materials

illustrating stories
transparencies
writing poetry
filmstrips
puppets

IV. Reading Promotion

The student will value, use, and enjoy a variety of media for recreation and personal development.

picture books (wordless)
Caldecott award books
"easy" books
biography/autobiography
tall tales
booktalks
make up story endings
story writing
story sequence
story morals

story drama
book reports
puppet plays
sing stories (example: "Old McDonald")

PHASE II (GRADES 4-6)

I. How to Use the LMC

The student will demonstrate a working knowledge of the media center's organiztion, and of the procedures required to use the center and its collections.

A. Orientation

B. Care of Materials

C. Location of Material
location of Dewey categories
vertical file

D. Card Catalog
alphabetical order
guide cards
types of cards (author/title/subject)
nonprint material cards
subject headings (related topics)
cross references ("see", "see also")

E. Dewey Decimal Classification
Cutter or author letters
function of decimal point
categories and subcategories

II. Reference and Research

The student will select information using alphabetical order, indexes, guide words, subject headings, and other methods that are appropriate for personal needs and class assignments.

A. Parts of Books or Nonprint Materials
edition
preface
maps, charts
footnotes
glossary
appendix, addenda
bibliography

B. Dictionaries
guide words
pronunciation guides

other guides/special helps
special language dictionaries (ex. thesaurus)
special subject dictionaries (ex. science dictionary)

C. Encyclopedias
scope of coverage (is it general or specialized?)
currentness (copyright date)
order of arrangment
guide words
headings, subheadings
cross references
illustrations, maps, charts, etc.
index
bibliographies and additional study guides

D. Indexing Services
Children's Magazine Guide
Reader's Guide

E. Other Reference Sources
purpose and location
almanacs
atlases
yearbooks, handbooks

F. Newspapers/Magazines
general periodicals (ex. Time, Good Housekeeping, etc.)
specialized subject periodicals (ex. American History Illustrated, Science News, etc.)
viewpoint and bias
editorials

G. Vertical File
general content
maps
pictures
pamphlets
clippings
career information
viewpoint and bias

H. Research Techniques
restate information in own words
locate information to support opinion
authoritativeness, scope, bias of sources
notetaking
outlining
bibliography (compile using simple form)
skimming for information

I. Community Resources

J. Other libraries

use interlibrary loan

III. Production

The student will design, produce, and/or select a variety of media formats to present information.

A. Equipment

B. Producing Materials
slides
realia
making a book

IV. Reading Promotion

The student will value, use and enjoy a variety of media for recreation and personal development.

Newbery award books
plays
mythology
short stories
types of fiction
Jr. Great Books
choose material appropriate to reading level
reading for information
reading for pleasure
history of books and printing
recognize author's works (develop favorite author)

PHASE III (GRADES 7-9)

I. How to Use the LMC

The student will demonstrate a working knowledge of the media center's organization, and of the procedures required to use the center and its collections.

A. Orientation

B. Care of Materials

C. Location of Material

D. Card Catalog
filing rules
analytics

E. Dewey Decimal Classification

II. Reference and Research

The student will select and use information from a variety of resources that are appropriate for personal needs and class assignments.

A. Parts of Books and Nonprint Materials

B. Dictionaries
abridged vs. unabridged

C. Encyclopedias

D. Indexing Services

E. Other Reference Sources
parliamentary procedure guides
statistical sources
directories

F. Newspapers/Magazines

G. Vertical File

H. Research Techniques
primary vs. secondary sources
summarizing, annotating
draw inferences, make generalizations, tentative conclusions
footnotes

I. Community Resources

J. Other libraries

III. Production

The student will design, produce, and/or select a variety of media formats to present information.

A. Equipment

B. Producing Materials
drymount press
mounting pictures
lettering devices
cassette tapes
video tapes
film (8 mm or 16 mm)

IV. Reading Promotion

The student will value, use, and enjoy a variety of media for recreation, personal growth and vocational pursuits.

best books about South Dakota for young adults
best books for young adults

PHASE IV (GRADES 10-12)

I. How to use the LMC

The student will demonstrate a working knowledge of the media center's organization, and of the procedures required to use the center and its collections.

A. Orientation

B. Care of Materials

C. Location of Material

D. Card Catalog

E. Dewey Decimal Classification
other classification systems (Library of Congress, etc.)

II. Reference and Research

The student will select and use information from a variety of resources that are appropriate for personal needs and class assignments.

A. Parts of Books or Nonprint Materials

B. Dictionaries

C. Encyclopedias

D. Indexing Services
Biography Index
Poetry Index
Short Story Index
other special indexes

E. Other reference sources
quotation books
book reviews
government publications
biographical sources
on-line databases

F. Newspapers/Magazines
microforms

G. Vertical File

H. Research Techniques
bibliography using standard form (ex. Chicago Manual of Style)
on-line access to databases

I. Community Resources

J. Other libraries

III. Production

The student will design, produce, and/or select a variety of media formats to present information.

A. Equipment

B. Producing Materials

IV. Reading Promotion

The student will value, use and enjoy a variety of media for recreation, personal growth, and vocational pursuits.

recommended adult books for young adults
evaluate by reading reviews

SCOPE AND SEQUENCE	PHASE I				PHASE II			PHASE III			PHASE IV		
	K	1	2	3	4	5	6	7	8	9	10	11	12
Concept/Skill													
I. How to use the library/media center													
A. Orientation													
location within building	X	X	X	X	X	X	X	X	X	X	X	X	X
manners (library conduct)	X	X	X	X	X	X	X	X	X	X	X	X	X
library/media center rules	X	X	X	X	X	X	X	X	X	X	X	X	X
circulation procedures	X	X	X	X	X	X	X	X	X	X	X	X	X
names of personnel	X	X	X	X	X	X	X	X	X	X	X	X	X
other general information on use	X	X	X	X	X	X	X	X	X	X	X	X	X
B. Care of Materials													
print	X	X	X	X	X	X	X	X	X	X	X	X	X
nonprint		X	X	X	X	X	X	X	X	X	X	X	X
C. Location of Material													
"easy" books	X	X	X	X	X	X	X	X	X	X	X	X	X
fiction and nonfiction		X	X	X	X	X	X	X	X	X	X	X	X
reference			X	X	X	X	X	X	X	X	X	X	X
location of Dewey categories					X	X	X	X	X	X	X	X	X
location of magazines	X	X	X	X	X	X	X	X	X	X	X	X	X
vertical file (pamphlets)						X	X	X	X	X	X	X	X
AV material and equipment		X	X	X	X	X	X	X	X	X	X	X	X
D. Card catalog													
method of indexing collection				X	X	X	X	X	X	X	X	X	X
alphabetical order					X	X	X	X	X	X	X	X	X
guide cards					X	X	X	X	X	X	X	X	X
call numbers			X	X	X	X	X	X	X	X	X	X	X
types of cards (author, title, subject)					X	X	X	X	X	X	X	X	X
nonprint material cards					X	X	X	X	X	X	X	X	X
subject headings (related topics)					X	X	X	X	X	X	X	X	X
cross references (see, see also)					X	X	X	X	X	X	X	X	X
analytics									X	X	X	X	X
filing rules								X	X	X	X	X	X

	PHASE I				PHASE II			PHASE III			PHASE IV		
	K	1	2	3	4	5	6	7	8	9	10	11	12
E. Dewey Decimal Classification													
10 major categories				X	X	X	X	X	X	X	X	X	X
function of decimal point					X	X	X	X	X	X	X	X	X
Categories and subcategories					X	X	X	X	X	X	X	X	X
other classification systems (Library of Congress, etc.)												X	X
Cutter or author letters					X	X	X	X	X	X	X	X	X
II. Reference and Research													
A. Parts of books or nonprint materials													
cover	X	X	X	X	X	X	X	X	X	X	X	X	X
spine	X	X	X	X	X	X	X	X	X	X	X	X	X
check out card/pocket, date due slip	X	X	X	X	X	X	X	X	X	X	X	X	X
title page (author/title)		X	X	X	X	X	X	X	X	X	X	X	X
edition						X	X	X	X	X	X	X	X
copyright page, date			X	X	X	X	X	X	X	X	X	X	X
blurb		X	X	X	X	X	X	X	X	X	X	X	X
table of contents				X	X	X	X	X	X	X	X	X	X
publisher			X	X	X	X	X	X	X	X	X	X	X
preface					X	X	X	X	X	X	X	X	X
illustrations, plates, maps, charts		X	X	X	X	X	X	X	X	X	X	X	X
footnotes						X	X	X	X	X	X	X	X
glossary					X	X	X	X	X	X	X	X	X
index				X	X	X	X	X	X	X	X	X	X
appendix, addenda						X	X	X	X	X	X	X	X
bibliography						X	X	X	X	X	X	X	X
script, guide with nonprint material				X	X	X	X	X	X	X	X	X	X
B. Dictionaries													
alphabetical order				X	X	X	X	X	X	X	X	X	X
guide words					X	X	X	X	X	X	X	X	X
pronunciation guides					X	X	X	X	X	X	X	X	X
other guides/special helps					X	X	X	X	X	X	X	X	X
abridged vs. unabridged							X	X	X	X	X	X	X
special language dictionaries					X	X	X	X	X	X	X	X	X
special subject dictionaries					X	X	X	X	X	X	X	X	X

	PHASE I			PHASE II			PHASE III			PHASE IV		
	K	1	2	3	4	5	6	7	8	9	10	11	12
C. Encyclopedias													
scope of coverage						X	X	X	X	X	X	X	X
currentness (copyright date)						X	X	X	X	X	X	X	X
order of arrangement (alphabetical, other)					X	X	X	X	X	X	X	X	X
guide words					X	X	X	X	X	X	X	X	X
headings, subheadings					X	X	X	X	X	X	X	X	X
cross references					X	X	X	X	X	X	X	X	X
illustrations, maps, charts					X	X	X	X	X	X	X	X	X
index						X	X	X	X	X	X	X	X
bibliographies and other study guides							X	X	X	X	X	X	X
D. Indexing services													
Reader's Guide (abridged, unabridged)						X	X	X	X	X	X	X	X
Children's Magazine Guide					X	X	X	X	X	X	X	X	X
Biography Index											X	X	X
Play Index											X	X	X
Poetry Index											X	X	X
Short Story Index											X	X	X
other special indexes											X	X	X
E. Other reference sources													
purpose and location						X	X	X	X	X	X	X	X
almanac						X	X	X	X	X	X	X	X
atlas, gazetteer						X	X	X	X	X	X	X	X
parliamentary procedure								X	X	X	X	X	X
quotation books										X	X	X	X
statistical sources									X	X	X	X	X
yearbooks, handbooks							X	X	X	X	X	X	X
book reviews												X	X
directories								X	X	X	X	X	X
government publications											X	X	X
biographical sources (subject arrangement)											X	X	X
on-line databases												X	X

	PHASE I			PHASE II			PHASE III			PHASE IV		
	K	1	2	3	4	5	6	7	8	9	10	11	12
F. Newspapers/magazines													
general periodicals						X	X	X	X	X	X	X	X
specialized subject periodicals							X	X	X	X	X	X	X
viewpoint and bias						X	X	X	X	X	X	X	X
editorials						X	X	X	X	X	X	X	X
microforms											X	X	X
G. Vertical file													
general content						X	X	X	X	X	X	X	X
maps							X	X	X	X	X	X	X
pictures							X	X	X	X	X	X	X
pamphlets							X	X	X	X	X	X	X
clippings							X	X	X	X	X	X	X
career information							X	X	X	X	X	X	X
viewpoint and bias							X	X	X	X	X	X	X
H. Research techniques													
authoritativeness, scope, bias of sources						X	X	X	X	X	X	X	X
primary vs. secondary sources								X	X	X	X	X	X
restate information in own words					X	X	X	X	X	X	X	X	X
notetaking						X	X	X	X	X	X	X	X
locate information to support opinion						X	X	X	X	X	X	X	X
summarizing, annotating								X	X	X	X	X	X
draw inferences, make generalizations, tentative conclusions								X	X	X	X	X	X
outlining						X	X	X	X	X	X	X	X
alphabetical order			X	X	X	X	X	X	X	X	X	X	X
footnotes								X	X	X	X	X	X
skimming for information					X	X	X	X	X	X	X	X	X
bibliography as a resource						X	X	X	X	X	X	X	X
prepare bibliography using standard format							X	X	X	X	X	X	X
online access to databases												X	X
I. Community resources						X	X	X	X	X	X	X	X

	PHASE I			PHASE II			PHASE III			PHASE IV		
	K	1	2	3	4	5	6	7	8	9	10	11	12
J. Other libraries													
visit another library		X	X	X	X	X	X	X	X	X	X	X	X
use another library				X	X	X	X	X	X	X	X	X	X
use interlibrary loan							X	X	X	X	X	X	X
III. Production													
A. Equipment*													
how to handle, set up, use		X	X	X	X	X	X	X	X	X	X	X	X
how to care for after use		X	X	X	X	X	X	X	X	X	X	X	X
*may include:													
8mm projector							X	X	X	X	X	X	X
16mm projector							X	X	X	X	X	X	X
filmstrip projector				X	X	X	X	X	X	X	X	X	X
filmstrip viewer		X	X	X	X	X	X	X	X	X	X	X	X
record player		X	X	X	X	X	X	X	X	X	X	X	X
cassette player		X	X	X	X	X	X	X	X	X	X	X	X
slide projector						X	X	X	X	X	X	X	X
lettering devices							X	X	X	X	X	X	X
dry mount press								X	X	X	X	X	X
overhead projector				X	X	X	X	X	X	X	X	X	X
opaque projector						X	X	X	X	X	X	X	X
video player/recorder/camera								X	X	X	X	X	X
microfilm reader/printer											X	X	X
microcomputer		X	X	X	X	X	X	X	X	X	X	X	X
B. Producing materials													
illustrating stories		X	X	X	X	X	X	X	X	X	X	X	X
transparencies				X	X	X	X	X	X	X	X	X	X
writing poetry				X	X	X	X	X	X	X	X	X	X
filmstrips				X	X	X	X	X	X	X	X	X	X
slides					X	X	X	X	X	X	X	X	X
dry mount press								X	X	X	X	X	X
mounting pictures								X	X	X	X	X	X
lettering								X	X	X	X	X	X
cassette tapes								X	X	X	X	X	X
video tapes								X	X	X	X	X	X
film (8 or 16mm)										X	X	X	X
puppets		X	X	X	X	X	X	X	X	X	X	X	X

	PHASE I			PHASE II			PHASE III			PHASE IV		
	K	1	2	3	4	5	6	7	8	9	10	11	12
realia						X	X	X	X	X	X	X	X
making a book						X	X	X	X	X	X	X	X
VI. Reading promotion													
Caldecott award books		X	X	X	X	X	X	X	X	X	X	X	X
picture books (wordless)	X	X	X	X	X	X	X	X	X	X	X	X	X
Newbery award books						X	X	X	X	X	X	X	X
"easy" books	X	X	X	X	X	X	X	X	X	X	X	X	X
poetry				X	X	X	X	X	X	X	X	X	X
biography/autobiography				X	X	X	X	X	X	X	X	X	X
fairy tales	X	X	X	X	X	X	X	X	X	X	X	X	X
tall tales				X	X	X	X	X	X	X	X	X	X
plays					X	X	X	X	X	X	X	X	X
mythology							X	X	X	X	X	X	X
short stories					X	X	X	X	X	X	X	X	X
types of fiction (historical, science, etc.)					X	X	X	X	X	X	X	X	X
best books about South Dakota								X	X	X	X	X	X
Jr. Great Books				X	X	X	X	X	X	X	X	X	X
best books for young adults								X	X	X	X	X	X
recommended adult books for young adults												X	X
choose material appropriate for reading level					X	X	X	X	X	X	X	X	X
reading for information					X	X	X	X	X	X	X	X	X
reading for pleasure					X	X	X	X	X	X	X	X	X
booktalks			X	X	X	X	X	X	X	X	X	X	X
history of books and printing					X	X	X	X	X	X	X	X	X
make up story endings		X	X	X	X	X	X	X	X	X	X	X	X
story writing				X	X	X	X	X	X	X	X	X	X
story sequence		X	X	X	X	X	X	X	X	X	X	X	X
story morals		X	X	X	X	X	X	X	X	X	X	X	X
story drama		X	X	X	X	X	X	X	X	X	X	X	X
book reports			X	X	X	X	X	X	X	X	X	X	X
puppet plays		X	X	X	X	X	X	X	X	X	X	X	X
recognize author's work					X	X	X	X	X	X	X	X	X
evaluate by reading reviews												X	X

INSTRUCTIONAL MATERIALS

Allyn and Bacon
Seven Wells Avenue
Newton, MA 02159

Study Skills for Information Retrieval (workbook series)

Avante Garde Creations
P. O. Box 30160
Eugene, OR 97403

Audio-Visual Equipment (micro software)

BFA Educational Media
2211 Michigan Avenue
Santa Monica, CA 90406

Library Skills (filmstrip series)
Understanding the Library (filmstrip series)

Book Lures Inc.
P. O. Box 9450
O'Fallon, MO 63366

Book Encounters of the Best Kind (activity books)
The Research Book for Gifted Programs K-8
Activities with Folktales and Fairytales
The Book Report Book for Primary Grades
Caldecott Capers
Catalog Crosswords
Literature Word Searches
Super Seven Newbery Activities
How Many Bones In a Bear? And Other First Research Projects
(among others)

Bowmar/Noble
P.O. Box 25308
1901 N. Walnut Street
Oklahoma City, OK 73127

Library and Reference Skills (workbook series)

Calico, Inc.
P. O. Box 15916
St. Louis, MO 63114

Reference series (micro software)

Almanacs
Bartlett's
Current Biography
Periodical Indexes
Poetry Indexes
Library Catalog

Center for Applied Research in Education, Inc.
P.O. Box 430
West Nyack, NY 10995

Library Skills Activity Puzzles
Elementary School Library Resource Kit

Center for Educational Experimentation/Development/Evaluation
218 Linquist Center
University of Iowa
Iowa City, IA 52242

Dig Out Facts: Unit II, Pt 1,2,3 (micro software)

Center for Humanities, Inc.
Communications Park, Box 1000
Mt. Kisco, NY 10549

How to Survive in School: Using Library Resources and Reference Materials, Parts I, II, & III (slides, records & cassettes)
The Research Paper Made Easy: From Assignment to Completion (slides and record kit)
Where to Go for What You Want; Special Problems in Library Research (slides and record kit)

Charles Clark Co, Inc.
168 Express Drive South
Brentwood, NY 11717

Basic Library Skills (micro software)
Finding the Book You Want
Graph & Map Reading
Reference Skills

Children's Magazine Guide
7 N. Pinckney Street
Madison, WI 53703

How to Use Children's Magazine Guide (filmstrip kit)

COMBASE, Inc.
Suite 890
333 Sibley Street
St. Paul, MN 55101

Elementary Library Media Skills (micro software)

Continental Press
520 East Bainbridge Street
Elizabethtown, PA 17022

Library Skills (dup. masters)

Creative Teaching Press
15598 Producer Lane
Huntington Beach, CA 92649

Quest (activity cards)

Delta X Industries
P. O. Box 2565
Marinette, WI 54143

Reference Skills (micro software)
Bookshelf
Dictionary

T.S. Denison and Co., Inc.
9601 Newton Avenue S.
Minneapolis, MN 55431-2590

Card Catalog Game
Dewey Teaches the Reader's Guide (self teaching story)
Library Skills (workbooks)
Illustrated Library Activity Cards
(among others)

Walt Disney Educational Media Co.
500 S. Buena Vista Street
Burbank, CA 91521

Library Media Center (filmstrip kit)
Library Skills: the Biblio Files (filmstrip kit)

ESP, Inc.
1201 E. Johnson
P. O. Drawer 5037
Jonesboro, AR 72401

cassette tapes & dup. masters

Educational Activities, Inc.
P. O. Box 392
Freeport, NY 11520

Learning the Library (filmstrip kit)
Library Reference Information (filmstrip kit)
Reading Maps, Globes, Charts, Graphs (cassettes, dup. masters, activity books)
Search & Research (activity cards)
Library & Media Skills (micro software)

Educational Associates
P. O. Box 35221
Phoenix, AZ 95069

Library Skills Series (micro software)
Researchit Series (micro software)

Educational Enrichment
357 Adams Street
Bedford Hills, NY 10507

Developing Library Skills (filmstrip kit)

Educational Services, Inc.
P. O. Box 219
Stevensville, MI 49127

The SPICE series: Library Studies (dup. masters; grade 3-6 & 7-9)

Encyclopedia Britannica Educational Corp.
425 N. Michigan Avenue
Chicago, IL 60611

How to Use Britannica 3 (filmstrip kit)
Reference Study Skills (transparencies)
Library Skills (micro software)
Know your Encyclopedia: How to Use Compton's (filmstrip kit)

Eye Gate Media
3333 Elston Avenue
Chicago, IL 60618

filmstrips, dup. masters, transparencies

Facts on File
460 Park Avenue S.
New York, NY 10016

A Student's Guide to Library Reference Materials (pamphlet)

Fairway Software Co.
Box 106
Freeport, IL 51032

Reference Skills (micro software)

Follett Library Book Co.
4506 Northwest Highway
Crystal Lake, IL 60014

Skills Maker (micro software)

Good Apple, Inc.
P. O. Box 299
Carthage, IL 62321-0299

Who's Who (encyclopedia skills grades 3-7)
Tracking Down Trivia (grades 5-12)
Rhymes, Riddles, & Research (grades 4-8)
Developing Dictionary Skills (grades 3-8)
Bone Up on Book Reports (grades 3-8)
Bookends (grades 1-4)

Goodyear Pub. Co. Inc.
1640 Fifth Street
Santa Monica, CA 90401

Reading Rousers: 114 Ways to Reading Fun (ditto masters)

Guidance Associates
757 Third Avenue
New York, NY 10017

Reading for the Fun of It (filmstrip series)

H.W. Wilson Co.
950 University Avenue
Bronx, NY 10452

How to Use the Reader's Guide to Periodical Literature
(pamphlet and filmstrip)

Highsmith Co, Inc.
Hwy 106 East
Fort Atkinson, WI 53538-0800

Catalog "Library & Audiovisual Equipment and Supplies" includes a variety of instructional materials: diagnostic tests, dup. masters, workbooks, AV kits, posters, and charts, games, etc.

Independent School Press
51 River Street
Wellesley Hills, MA 02181

Research and the Library: A Student Guide to Basic Techniques (textbook)

Instructor Publications
7 Bank Street
Dansville, NY 14437

Self-directing Library & Media Center Skills (dup. masters, grades 2-3 & 4-6)
Library Skills Test

Intellectual Software
798 North Avenue
Bridgeport, CT 06606

How to Do Research (micro software)

JMC Computer Service
1005 West Elm Street
Lake City, MN 55041

Library Usage Skills (micro software)

JMH Software of Minnesota, Inc.
4850 Wellington Lane
Minneapolis, MN 55442

Dictionary Use (micro software)
Bookshelf (micro software)
Card Catalog (micro software)

K-12 Micromedia
172 Broadway
Woodcliff Lake, NJ 07675

Answering Questions Library Style (micro software)
How to Read in the Content Areas
Library IQ
Library Skills
Media Skills
Library Search and Solve

Larlin Corp.
P. O. Box 1523
Marietta, GA 30061

Catalog - "Library/Media Skills Instructional Tools" includes games, tests, flashcards, filmstrip kits, posters, charts, etc.

Learnco, Inc.
Exeter, NH 03833

(games)
Library Games: Using the Card Catalog
Library Games: Classifying and Finding Library Materials

Learning Tree Filmstrips
934 Pearl Street
Boulder, Co 80302

Doing Better in School (filmstrip kit)
How to Use Library Media (filmstrip kit)
Basic Dictionary Skills (filmstrip kit)

Learning Well
200 S. Service Rd.
Roslyn Heights, NY 11790

Library Adventure (micro software)

Library Filmstrip Center
3033 Aloma
Wichita, KS 67211

(filmstrip kits)
Biography: Background for Inspiration
Books Tell Their Story
The Card Catalog: Dewey Decimal Classification
Dewey Decimal Classification
Indexes
among others

Library Software, Co.
P. O. Box 23897
Pleasant Hill, CA 94523

Skills Maker (authoring program for creating library skills instructional disks.)

McGraw-Hill Films
1221 Avenue of the Americas
New York, NY 10020

The Library: Our Learning Resource Center (filmstrip kit)

McNeil Associates
101 Glendale Road
Exton, PA 48895

The Card Catalog
Reader's Guide to Periodical Literature
Dewey Decimal Classification
General Library Terms
Famous First Facts (all micro software)

Media Masters
400 W. 6th Street
Tustin, CA 92680

Library Skills: A Workbook on Reference Materials
Library Skills: References, Periodicals, and Pamphlets (filmstrip kit)
Library Skills: The Card Catalog (filmstrip kit)

Media Materials, Inc.
2936 Remington Avenue
Baltimore, MD 21211

Herm Discovers the Library (cassette kit)
Herm Examines Fact and Fiction (cassette kit)
Worming Through a Book (cassette kit)

Media Research Associates
1712 S.E. 23rd Street
Salem, OR 97302

Library Skills Modules (multi-media kit)

Micro-Ed. Inc.
8108 Eden Road
Eden Prairie, MN 55344

Bibliography (micro software)
Library Terms (micro software)
Putting Books in Alphabetical Sequence (micro software)
Encyclopedia Key Words (micro software)

Micro Learning Ware
P. O. Box 2134
North Mankato, MN 56001

Library I.Q. (micro software)
Reference I.Q. (micro software)

Micro Light and Power
12820 Hillcrest Road, #224
Dallas, TX 75230

Library Skills: What's There and How to Find It (micro software)
Outlining Skills (micro software)

Microcomputers in Education
Robbinsdale Area Schools
Independent School District 28
Microcomputer Project
4148 Winnetka Avenue North
Minneapolis, MN 55427

Book Shelf (micro software)
Book Shelf 2 (micro software)
Card Catalog (micro software)

Milliken Pub. Co.
1100 Research Boulevard
St. Louis, MO 63132

Basic Library Skills (transparencies)
Library Skills for Primary Grades (transparencies)
Basic Dictionary Skills (transparencies)
Reference Tools & Study Skills

Modern Curriculum Press
13900 Prospect Road
Cleveland, OH 44136

Using References (workbook series)

Opportunities for Learning, Inc.
8950 Lurline Avenue, Dept. BC 83
Chatsworth, CA 91311

Library Skills (micro software)

Orange Cherry Media
7 Delano Drive
Bedford Hills, NY 10507

Using the Library Media Center (filmstrip kit)

Phi Delta Kappa
University of Maryland
College of Education
College Park, MD 20742

Library Skills (micro software)

Pied Piper Productions
Box 320
Verdugo City, CA 91046

'Literature for Children (filmstrip series)

Popcorn Publications
Box 228E
Canaan, CT 06018

"Let's Go to the Library" (activity book for young children) (ED 225 564)

Prentice-Hall Learning Systems, Inc.
Englewood Cliffs, NJ 07632

Intermediate Pathways to Reading: Reference and Study Skills (dup. masters)

Random House
400 Hahn Rd.
Westminster, MD 21157

Developing Library Skills (filmstrip kit)
Book Classes (micro software)
Discovering Books (micro software)
Reference Skills - Library (micro software)

Relative Teaching Concepts
P. O. Box 8417
Richmond, VA 23219

Calendar Clue (game)

Right-On Programs
P. O. Box 977
Huntington, NY 11743

Learning to Use the Table of Contents (micro software)
Learning to Use an Index (micro software)
Learning About Catalog Cards (micro software)
Learning to Locate Books on the Shelf (micro software)
Learning to Understand the Card Catalog (micro software)
Learning to Understand the Copyright Notice (micro software)
Biographies (micro software)
Advanced Dewey Decimal System (micro software)
Dictionary Skills (micro software)
Basic Fiction Skills (micro software)
Library Skills (micro software)

Roads
Box 574
Massena, NY 13662

Roads to Knowledge (game)

School & Home Courseware
301 W. Mesa
Fresno, CA 93704

Library Skills (micro software)

Scott, Foresman & Co.
1900 East Lake Avenue
Glenview, IL 60025

Reading Power (micro software)

Scholastic Book Services
904 Sylvan Avenue
Englewood Cliffs, NJ 07632

Reference & Research (transparencies & dup. masters)
Getting to Know the Library (workbook series)

Scholastic Software
P. O. Box 2002
905 Sylvan Avenue
Englewood Cliffs, NJ

Book Shelf (micro software)
Book Shelf 2 (micro software)

Card Catalog (micro software)
Dictionary (micro software)

Society for Visual Education
1345 Diversey Parkway
Chicago, IL 60614

Ripleys Believe It or Not (Library Research Skills) (micro software & filmstrip kit)
How to Use Library Media (filmstrip kit)
Using the Library (filmstrip kit)
The Research Paper (filmstrip kit)
The Elementary School Library (filmstrip series)
The Dictionary (filmstrip series)

Spoken Arts
310 North Avenue
New Rochelle, NY 10801

My Library: A Library Skills Program (filmstrip kit)
Quickwick: Your Library Guide (filmstrip kit)

Sunburst Communications
Room WXI
39 Washington Avenue
Pleasantville, NY 10570

How Can I Find It If I Don't Know What I'm Looking for (micro software)
"Libraries are for Finding Out" Series (grades 3-6 activity cards, dup. masters, games, etc.)
Survival Study Skills (grades 3-6)
"Newbery Award" Series (grades 3-8)

Tampa Instructional Center
201 E. Linebaugh Avenue
Tampa, FL 33612

Library Assistant Training Disk (micro software)

T.I.E.S.
1925 W. County Road B2
St. Paul, MN 55113

Media Skills (micro software)

Troll Associates
320 Route 17
Mahwah, NJ 07430

The Library Skills Box (cassette tapes, dup. masters, and guides)
Look It Up: How to Get Information (filmstrip)
Developing Library Skills (filmstrip kit)
How to Use a Library (filmstrip kit)

United Learning
6633 W. Howard Street
Niles, IL 60648

Your Library - How to Use It - (filmstrip kit)
Using Today's Library: A Unit of Study (filmstrip kit)

Upstart Library Promotionals
Dept. 11, Box 889
Hagerstown, MD 21741

posters, recognition certificates, activity books, games, etc.

Visual Materials, Inc.
Menlo Park, CA 94025

Using the Encyclopedia and Other Reference Books (dup. masters)
Using the Dictionary (transparencies)
Using Your Library (workbook)

Xerox Education Publications
1250 Fairwood Avenue
Columbus, OH 43216

Learning to Use the Library (workbook series)

PROFESSIONAL MATERIALS

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Kidstuff

Guideline Press
1307 S. Killian Drive
Lake Park, FL 33403 12/year

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The School Librarian's Workshop

Library Learning Resources, Inc.
61 Greenbriar Drive
Berkeley Heights, NJ 07922 10/year

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